

**From:** [Geist, Laura \(DHHS\)](#)  
**To:** [Thomas A. Lang, Esquire - Comcast](#)  
**Cc:** [Kevin I. Bagatta](#); [Cliff](#)  
**Subject:** RE: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017  
**Date:** Friday, October 6, 2017 4:44:00 PM

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Hi Tom,

It sounds like you are in the Portal instead of the regular DHHS site. The link is:

<http://egram-mi.com/dch>

You should see those items in the drop down in this site.

Laura Geist  
(517) 241-3932  
[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)

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**From:** Thomas A. Lang, Esquire - Comcast [mailto:ra-operations@comcast.net]  
**Sent:** Friday, October 6, 2017 4:33 PM  
**To:** Geist, Laura (DHHS) <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
**Cc:** Kevin I. Bagatta <[ra-president@comcast.net](mailto:ra-president@comcast.net)>; Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
**Subject:** Re: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017

I think that's the problem. I am logging in. (I know I am because after that at the top far right there is then a "Logout" option.)

However, my drop downs at the top are not: [Grantee](#) → [Grant Application](#) → [Enter Grant Application](#).

I'm only able to get: [Grantee](#) → [Agency](#) → [Enter Grant Agency or Agency Xref](#).

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**From:** "Geist, Laura (DHHS)" <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
**Date:** Friday, October 6, 2017 at 3:54 PM  
**To:** Thomas Lang <[ra-operations@comcast.net](mailto:ra-operations@comcast.net)>  
**Cc:** "Kevin I. Bagatta" <[ra-president@comcast.net](mailto:ra-president@comcast.net)>, "Clifford W. McKeown" <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
**Subject:** RE: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017

Hi Tom,

If you are seeing the Current Grants, you are not yet logged into the system. You need to be logged in to be able to see the completed application.

Please log into EGrAMS. You will use the drop downs at the top of the screen to get to the application:

[Grantee](#) → [Grant Application](#) → [Enter Grant Application](#)

Press the green GO button

On the screen that comes up, you should see the program application, and the words Application Entry / Work in Progress. If you click that link, you will enter the application.

To view the budget, click the Budget tab. You can then click the PDF button to access the budget details.

Thank you,  
Laura

Laura Geist  
(517) 241-3932  
[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)

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**From:** Thomas A. Lang, Esquire - Comcast [<mailto:ra-operations@comcast.net>]  
**Sent:** Friday, October 6, 2017 2:59 PM  
**To:** Geist, Laura (DHHS) <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
**Cc:** Kevin I. Bagatta <[ra-president@comcast.net](mailto:ra-president@comcast.net)>; Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
**Subject:** Re: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017

Laura -

After I log on, I select our Grant under "Current Grants" (Public Health Administration/PPSSP-2018 Pregnancy and Parenting Support Service Program – 2018). I then have three tabs: General – Additional Information – Documents. I click on "Documents" and find "EGRAMS Application Form". It loads a PDF with "Sample" appearing across it, nothing is pre-populated as indicated it should be, and I can't type on the form. Obviously I'm in the wrong place or I have not been given the right permissions yet.

Please help.

Tom

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**From:** "Geist, Laura (DHHS)" <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
**Date:** Friday, October 6, 2017 at 9:02 AM  
**To:** Thomas Lang <[ra-operations@comcast.net](mailto:ra-operations@comcast.net)>  
**Cc:** "Kevin I. Bagatta" <[ra-president@comcast.net](mailto:ra-president@comcast.net)>, "Clifford W. McKeown" <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
**Subject:** RE: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017

Hi Tom,

When you are in the application, there are tabs for different sections. The budget is one of those tabs:

Budget Category Application      Timeout : 20 mins      Date : Oct-06-17

Agency : Real Alternatives      Program : Pregnancy and Parenting Support Services Program - 2018

Application : Pregnancy and Parenting Support Services Program - 2018      Show Documents

Facsheet   Certifications   Narrative   Work Plan   **Budget**   Miscellaneous   Index      < > X Close

Save   Save+   Validate   Errors   PDF   Copy      Show Tree   < >

**8. Budget Detail**

Category : Program Expenses - Salary & Wages      Type : Expenditure

Classification Seq : 1      Sub Type : Direct      Narrative :

Attachment :  Browse

Instructions : Select all the position titles or job descriptions required to staff the program. Enter the quantity and rate as average cost per FTE. Select the UOM (Unit of Measure) using the look-up icon as 'FTE'. Using Notes enter information to clarify the position description or the calculation of the positions salary and wages or fringe benefits, (i.e., if the employee is limited term and/or does not receive fringe benefits).

	Description	Qty	Rate	UoM	Total	Amount	Notes	File
<input type="checkbox"/> X	Chief Executive Officer	1.0000	20500.000		20,500.00	20,500.00		
<input type="checkbox"/> X	Other	1.0000	10000.000		10,000.00	10,000.00		
	Vice President - Administration							Browse
<input type="checkbox"/> X	Accountant	1.0000	2250.000		2,250.00	2,250.00		
<input type="checkbox"/> X	Other	1.0000	1250.000		1,250.00	1,250.00		
	Bookkeeper							Browse
<input type="checkbox"/> X	Other	1.0000	17000.000		17,000.00	17,000.00		
<b>Totals :</b>					63,500.00	63,500.00		

Cancel

Laura Geist  
 (517) 241-3932  
[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)

-----Original Message-----

From: Thomas A. Lang, Esquire - Comcast [<mailto:ra-operations@comcast.net>]  
 Sent: Wednesday, October 4, 2017 6:44 PM  
 To: Geist, Laura (DHHS) <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
 Cc: Kevin I. Bagatta <[ra-president@comcast.net](mailto:ra-president@comcast.net)>; Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
 Subject: Re: Real Alternatives Michigan Preg and Parenting Support Svcs Program Expenses for May 2017

Laura -

Where is the updated Budget located on EGrAMS?

I only see the attached under the "Documents" tab.

Thank you!  
 Tom

On 10/4/17, 5:20 PM, "Geist, Laura (DHHS)" <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)> wrote:

>Hi Tom and Cliff,  
 >  
 >There are items in your proposed budget that do not belong in the  
 >Contractual category. Contractual is intended for agencies and  
 >individuals that work on the programmatic scope of the project. The

>legal consultant, database consultant, accounting, and equipment costs  
>all belong in the Other Expenses category.  
>  
>I have updated the budget in EGrAMS. Please review and let me know if  
>you have any issues.  
>  
>Thank you,  
>Laura  
>  
>  
>Laura Geist  
>(517) 241-3932  
>[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)  
>  
>-----Original Message-----  
>From: Thomas A. Lang, Esquire - Comcast  
>[<mailto:ra-operations@comcast.net>]  
>Sent: Tuesday, October 3, 2017 3:18 PM  
>To: Geist, Laura (DHHS) <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
>Cc: Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
>Subject: Re: Real Alternatives Michigan Preg and Parenting Support Svcs  
>Program Expenses for May 2017  
>  
>Laura -  
>  
>Cliff completed the budget and I am attaching it here for your review.  
>I am forwarding it since Cliff's email's are apparently being blocked  
>or redirected to a spam folder for some reason.  
>  
>If you have any questions on the budget, please contact Cliff directly at:  
>(717) 541-7833.  
>  
>Thank you!  
>Tom  
>  
>On 10/2/17, 8:49 AM, "Geist, Laura (DHHS)" <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)> wrote:  
>  
>>Hi Cliff,  
>>  
>>The attached Excel document should assist you in completing the  
>>detailed budget.  
>>  
>>Thank you,  
>>Laura  
>>  
>>  
>>Laura Geist  
>>(517) 241-3932  
>>[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)  
>>  
>>-----Original Message-----  
>>From: Thomas Lang [<mailto:ra-operations@comcast.net>]  
>>Sent: Friday, September 29, 2017 5:25 PM

>>To: Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)>  
>>Cc: Geist, Laura (DHHS) <[GeistL1@michigan.gov](mailto:GeistL1@michigan.gov)>  
>>Subject: Re: Real Alternatives Michigan Preg and Parenting Support  
>>Svc's Program Expenses for May 2017  
>>  
>>Here's what it said, <sup>3</sup>Ms. Geist,  
>>Would you be able to send us a template that we can fill in ourselves  
>>of the form you sent us earlier today, the form <sup>3</sup>Budget Detail for  
>>Pregnancy and Parenting Support Services Program 2018<sup>2</sup>?  
>>Thanks.  
>>Cliff<sup>2</sup>  
>>  
>>Tom  
>>  
>>  
>>  
>>Sent from my iPhone  
>>  
>>> On Sep 29, 2017, at 2:48 PM, Cliff <[ra-finance@comcast.net](mailto:ra-finance@comcast.net)> wrote:  
>>>  
>>> Ms. Geist,  
>>> Would you be able to send us a template that we can fill in  
>>>ourselves of the form you sent us earlier today, the form <sup>3</sup>Budget  
>>>Detail for Pregnancy and Parenting Support Services Program 2018<sup>2</sup>?  
>>> Thanks.  
>>> Cliff  
>>  
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